

**NOTICE OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
TOPSFIELD HOUSING AUTHORITY**

**Thursday, December 12, 2019 @ 9:30 AM
69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS**

2019 DEC -5 PM 12:58

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Roll Call

Minutes

Approve the minutes from the **November 14th** meeting

Executive Director's Report

Old Business

Update preventative maintenance policy

Update procurement policy

Rent collection Policy

New Business

Tenant association request to be recognized

To consider any other business the board of Commissioners might introduce.

Adjournment

The next meeting is scheduled for January 9, 2020

Respectfully submitted:

Diane Drinan, PHM
Executive Director
Topsfield Housing Authority